
CHECKLIST & TABLE OF CONTENTS

APPLICANT: Town of Emmitsburg

NAME OF SUSTAINABLE COMMUNITY: Town of Emmitsburg

Please review the checklist of attachments and furnish all of the attachments that are applicable. Contents of the notebook should be tabbed and organized as follows:

- ☐ **TAB #1 Applicant Information**
- ☐ **TAB #2 Sustainable Community Baseline Information - In addition to hard copies of the project location map, a detailed listing of parcels (i.e. Parcel ID Numbers) that form the project boundary should be included. Maps should also be submitted in electronic GIS form (shape file). If you have additional comments or questions, please contact Brad Wolters, Senior GIS Specialist, DHCD, wolters@mdhousing.org.**
- ☐ **TAB #3 Local Capacity to Implement Plans & Projects: Attach Sustainable Communities Workgroup roster noted in Section III**
- ☐ **TAB #4 Sustainable Community Plan**
- ☐ **TAB #5 Progress Measures**
- ☐ **TAB #6 Local Support Resolution**
- ☐ **TAB #7 Signed Sustainable Community Application Disclosure Authorization and Certification**

**All documents on this checklist are mandatory.
Failure to provide the requested document will automatically deny your application.**

I. SUSTAINABLE COMMUNITY APPLICANT INFORMATION**Name of Sustainable Community:** Town of Emmitsburg

Legal Name of Applicant: Town of Emmitsburg

Federal Identification Number: 52-6017142

Street Address: 300 A So. Seton

City: Emmitsburg**County:** Frederick**State:** MD**Zip Code:** 21727

Phone No: 301-600-6300**Fax:** 301-600-6313**Web Address:** www.emmitsburgmd.gov

Sustainable Community Contact For Application Status:**Name:** Susan Cipperly**Title:** Town Planner

Address: 300A South Seton Ave.**City:** Emmitsburg**State:** MD**Zip Code:** 21727

Phone No: 301-600-6300 x**Fax:** 301-600-6313**E-mail:** suecipperly@emmitsburgmd.gov

Person to be contacted for Award notification:**Name:** Susan Cipperly**Title:** Town Planner

Address: 300A South Seton Ave.**City:** Emmitsburg**State:** MD**Zip Code:** 21727

Phone No: 301-600-6300 x**Fax:****E-mail:** suecipperly@emmitsburgmd.gov

II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

Through this section, applicants will demonstrate that trends and conditions in homeownership, property values, employment, commercial and residential vacancy, community facilities and infrastructure, natural resources, the local business and residential districts show a need for new or continued revitalization reinvestment. Demographic data and trends provided by Applicants should support the choice of the proposed Sustainable Community Area boundary and help form a basis for needs and opportunities to be addressed through the initiatives and projects described in the Sustainable Community Action Plan (Section IV).

POINTS IN THIS SECTION WILL BE AWARDED BASED ON THE SC AREA'S NEED FOR REINVESTMENT AS EVIDENCED BY THOROUGH DESCRIPTIONS OF CURRENT CONDITIONS OR TRENDS (and will not be based upon current or planned revitalization activities which will be covered in Section IV).

A. Proposed Sustainable Community Area (s):

County: Frederick

Name of Sustainable Community: Town of Emmitsburg

Include boundary descriptions and a map of the Sustainable Community. In addition to hard copies of the of the project location map, a detailed listing of parcels (i.e. Parcel ID Numbers) that form the project boundary should be included. If possible, maps should also be submitted in electronic GIS form (shape file). If you have additional comments or questions, please contact Brad Wolters, Senior GIS Specialist, DHCD, Wolters@MdHousing.org

The SC Area is based on the National Register Historic District map, with extensions to include additional areas that the Work Group believes could benefit from SC programs. The GIS map and data set prepared by the Maryland Dept. of Planning are provided on a CD.

Specific subareas within the SC Area that could benefit from Sustainable Community programs are described below. Map location and photos of Main Street and the subareas are included in the hard copy of the application:

- A. Town Square, where issues of gradual deterioration, car dominance, car and pedestrian safety, and totally impervious surfaces exist
- B. South Seton/Chesapeake Avenue, where a mix of residential and commercial uses exist, but area needs to be upgraded and better connected to the Main Street commercial area
- C. East Main Gateway, currently a blighted area in need of a lot of change. Fuel tanks on one property were removed by MDE in 2011
- D. West Main/Frailey Rd. Gateway & West Lincoln Avenue, includes older homes that were not included in the Historic District but could benefit from available programs. West Lincoln is also an area with African American history aspects.

II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

Approximate number of acres within the SC Area: _____

Existing federal, state or local designations (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Community Legacy Area | <input type="checkbox"/> Designated Neighborhood |
| <input type="checkbox"/> Main Street | <input type="checkbox"/> Maple Street |
| <input type="checkbox"/> Local Historic District | <input checked="" type="checkbox"/> National Register Historic District |
| <input type="checkbox"/> A & E District | <input type="checkbox"/> State Enterprise Zone Special Taxing District |
| <input type="checkbox"/> BRAC | <input type="checkbox"/> State Designated TOD |
| <input checked="" type="checkbox"/> Other(s): <u>Heart of the Civil War Heritage Area, Journey through Hallowed Ground</u> | |

II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

Prior Revitalization Investments & Smart Growth:

(a) List and describe any significant State and local smart growth or revitalization related program investments (for instance, Community Legacy or SC Rehab Tax Credit) that have been invested in the Area since the launching of Maryland's Smart Growth initiative and programs in 1997 (including Housing investment). What impact have these investments made in the community? (Answer Space 4,000 characters)

The Town has invested in significant water and sewer improvement/rehab projects within the SC Area, where the older elements of the town's infrastructure exist. Town-wide improvements include a new water treatment facility built in 2002 and a new waste water treatment plant to be built in 2012, which will meet the newer MDE standards. A second water plant has been designed and would increase the available water capacity by allowing the town to put two existing wells on-line. Town streets have also been kept in good condition. These infrastructure improvements position the town to be able to support potential new business and/or residential development.

One example of town efforts to assist and retain business and jobs is the Emmitsburg Glass Company (employment 50 – 85) which was assisted via a Community Development Block Grant effort that supported the construction of a new industrial facility. The Glass Company is situated within an industrial park that will support several additional businesses.

II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

(b) Describe any existing barriers to Smart Growth that may affect your jurisdiction or the proposed SC Area. For instance, does your area have higher development fees than outer "cornfields"?

(Answer Space 4,000 characters)

(b) There do not appear to be barriers to Smart Growth relative to Emmitsburg or the SC Area. The presence of town-wide water and sewer service compared to limited ability for outlying areas to achieve acceptable perc rates actually gives Emmitsburg an advantage. Initial water/sewer capacity (tap) fees are equal to, or less than, those of most other municipalities within Frederick County. User rates are lower than most other municipalities in the County. Permit and review fees are also generally less than those of other municipalities within Frederick County. Emmitsburg utilizes the Frederick County Building and Inspections Department to issue building permits and provide inspections, so those costs would be comparable to those incurred by projects in outlying areas.

II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

B. Community Conditions: Strengths and Weaknesses

(1) Describe the strengths and weaknesses in the proposed Area's existing built environment. For example, what is the condition of housing? Are there underutilized historic buildings and cultural places? What is the condition and availability of community parks and recreational assets? Are there transportation assets? What is the current condition of community infrastructure such as roads and lighting? (Answer Space 4,000 characters)

(1)Strengths –Built Environment:

- The National Register Historic District is the core of the SC Area. It includes a collection of buildings dating to the late 1700's, on a streetscape that is remarkably intact architecturally.
- Period lighting enhances Main Street, and power lines are located in the alleys – leaving Main Street free of utility poles and lines, contributing to visual character.
- Roads within the SC area are generally in good condition. Main Street (Rte. 140) and the Seton Avenues (Business 15) are State roads – the remainder are town roads.
- There are several alleys and pedestrian walkways that connect Main Street with North Avenue and Lincoln Avenue, creating potential to connect the Main Street commercial areas with the commercial and residential uses in Subarea B and other areas.
- There are Town parks adjacent to Subarea B and Subarea D. They provide opportunities for active recreation - such as baseball and swimming, as well as walking trails.

Weaknesses – Built Environment

- The historic Town Square (Subarea A) is important to the vitality of Main Street; however, it currently is vehicle dominated, lacks adequate space for pedestrian amenities, and needs green elements. It is underutilized as a pedestrian area and as an opportunity to showcase the history of Emmitsburg.
- Some buildings within the SC Area are exhibiting signs of deterioration associated with lack of maintenance. This will affect the SC Area character if it is not addressed.
- There are areas where pedestrian safety could be improved via physical improvements to sidewalks, such as making connections where there are currently gaps, or ensuring that existing sidewalks are repaired when it is needed.
- There are currently no designated bicycle lanes or routes, with limited opportunities due to road configurations.

II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

(2) Describe the Area's land use/zoning make-up (residential, commercial, industrial, and mixed-use). Is the current land use or zoning conducive to revitalization investment? (Answer Space 4,000 characters)

Zoning within the SC Area is predominantly Village Zone – a mixed residential and commercial district, which is the highest density of the Town's zoning districts. It would be conducive to revitalization investment for either housing or commercial use.

As a result of the 2009 Comprehensive Plan, the VZ district was expanded to include more parcels along E. Lincoln Avenue in Area B. The intent was to create opportunities to allow/encourage the Main Street commercial area to flow into the next street to the south (E. Lincoln), and to encourage use of pedestrian connections.

II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

3) Describe strengths and weaknesses in basic features of community quality-of-life. For instance, is crime an issue for this SC Area? What is the condition and quality of educational choices available to the community? Are artistic, cultural, or community resources, events or facilities within or accessible to residents in the proposed SC Area? (Answer Space 4,000 characters)

Community quality of life.

Educational and cultural opportunities within Emmitsburg and the Emmitsburg area include the Frederick County Public Library on South Seton, Emmitsburg Elementary School, Mother Seton School (K-8), events at Mount St. Mary's University (2 miles) and the Gettysburg PA area which holds historic, cultural, and educational opportunities (10 miles). Cultural and heritage elements in, and adjacent to, Emmitsburg include the Daughters of Charity – Mother Seton Shrine, the Frederick County Fire Museum, FEMA/NETC facility and Fallen Firefighters Memorial. The town also is home to several churches, veterans' and service organizations, a garden club, and a historical society.

The rural, small-town setting is the reason that many residents move and/or remain in Emmitsburg. It is possible to live in a country environment and commute to employment or cultural pursuits with relative ease (although the price of fuel has become an issue – more local employment would be beneficial).

Crime –

There are crime issues in Emmitsburg, primarily drug-related, vandalism and theft, as compared to crimes of violence. The Town hires 2 Resident Deputies from the Frederick County Sheriff's Department, and is served by the Patrol deputies, State Police, and Federal law enforcement, as needed. The Resident Deputies have a proactive program of walking patrols, business contacts, youth interaction via events such as bike rides and basketball games, which foster a positive relationship with law enforcement agencies.

II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

C. Natural Resources and Environmental Impact: Strengths and Weaknesses

(1) Describe the strengths and weaknesses of the community's "natural environment." in or near the Sustainable Community Area. What is the current condition of key natural resources - lands, air, water, watersheds, tree canopy, other? If the community is located in a coastal zone, what risks might the community be subject to associated with climate induced sea level rise? (Answer Space 4,000 characters)

(1) Strengths of natural environment

Two different Town-owned parks exist directly adjacent to the SC Area.

- Community Park (54 acres) contains a swimming pool, tennis and basketball courts, baseball and softball fields, playground equipment, picnic pavilions, and recently-installed walking trails.
- Memorial Park (5.8 acres) is primarily used for Little League, and has some picnic pavilions.

Environmental features. A small watercourse "The Rill" travels through both of the parks, as well as the two school properties providing educational opportunities in addition to being a visual amenity.

(2) Weaknesses of natural environment within the SC Area.

The SC Area is typical of an urban setting that has been in existence since the 18th century. The invention of automobiles led to pavement which, combined with the dense development pattern of buildings, resulted in a minimal amount of pervious surfaces within the SC Area. Photos included in the printed application illustrate the continuous paved environment in several of the SC subareas.

Street trees exist along Main Street, but not to any great degree along North & South Seton Avenues. This is partially in deference to infrastructure and sidewalk concerns, but there are areas within the SC Area that could be utilized to increase stormwater infiltration and foster the green aspect.

II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

(2) Describe the strengths and weaknesses of any current efforts to reduce the community's "carbon footprint" or impact on the environment. Is recycling (commercial or residential) available to minimize waste? Are there current efforts to encourage the purchase and availability of fresh local food and other local products and services to the community? Describe any current energy or water conservation efforts that may be underway. If the community has not implemented one of the above initiatives, has the community identified a need or interest to pursue these or other efforts to reduce environmental impact, for instance through the new Sustainable Maryland Certified initiative? (Answer Space 4,000 characters)

Reduction of community's "carbon footprint"

Recycling - For residential properties, recycling is available on a bi-weekly basis via Frederick County. Commercial recycling is not available except through individual efforts by local businesses.

Local products – The Town of Emmitsburg sponsors a seasonal Farmers' Market which gives area farmers, gardeners, bakers, etc. the opportunity to sell their products, and provides area residents with the chance to purchase fresh, healthy food in close proximity to their homes. The Farmers' Market has been in existence for several years, with increasing popularity and success each year.

"Green" lighting. The Town has recently undertaken a trial program of installing LED bulbs in street lights rather than halogen bulbs. This could save on electrical costs for the town.

Water conservation. All town residents are users of the public water system. Educational materials regarding water conservation are inserted in water bills periodically. In 2011, the town passed an ordinance limiting use of water for watering lawns and gardens to specific hours, in an effort to be proactive on water conservation. During drought periods, there is a total ban on outdoor use of water.

There are likely to be other programs initiated in the near future – e.g. home composting educational programs through the Frederick County Office of Sustainability.

II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

(3) Describe the strengths and weaknesses of the jurisdiction's current stormwater management practices and how these may affect the proposed SC Area. Is redevelopment and retrofitting of infrastructure an issue or opportunity in this SC Area? Stormwater runoff is a significant source of pollution to Maryland's streams and the Chesapeake Bay. Buildings constructed before 1985 have little or no stormwater controls, and development between 1985 and 2010 have some controls. Updated stormwater regulations passed by Maryland's General Assembly in 2010 require that development and redevelopment projects utilize stringent stormwater controls. Sustainable Community Areas may have opportunities for redevelopment practices that can reduce stormwater flows. (Answer Space 4,000 characters)

Stormwater

The Town of Emmitsburg is working with Frederick County and State MDE to establish what will be required for stormwater retrofit/mitigation efforts on the part of municipalities. The SC Area has the greatest amount of impervious surfaces, due to its building density and paving of streets, private parking spaces, and sidewalks.

There will likely be opportunities to improve the existing situation with regard to stormwater runoff, through increasing the amount of green area and/or utilizing permeable paving materials where appropriate.

As part of its MS-4 permit requirements, the Town will be installing medallions on all storm drains within the town with a message against dumping foreign objects and liquids into the drain. There are educational materials available in the town office on a variety of topics that relate to stormwater issues and what individuals can do to help the situation.

II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

D. Economic Conditions & Access to Opportunity: Strengths and Weaknesses

(1) Describe the jurisdiction's current economic strengths and weaknesses. For example, are there distinct economic drivers in the area or region that will affect access to job opportunities and the progress of the SC Plan? What are the main barriers to the Area's economic competitiveness? What is the current level of broadband access available to serve residents, businesses and public facilities? What efforts are currently in place to increase worker skills and employment? Describe trends in employment rates and business formation.

(Answer Space 4,000 characters)

Economic Drivers – Within a 2-mile radius of the SC Area, the economic drivers (employment opportunities) are:
 FEMA/NETC – This emergency management and training facility employs at least 300 people, and creates educational opportunities for 16,000 trainees from all over the US, who attend courses there. The annual National Fallen Firefighters Memorial is attended by several thousand people. In addition to employment opportunities, FEMA/NETC creates business for local restaurants and hotels.

Mount St. Mary's University – Two miles outside the town boundary, the University provides opportunities for employment, education/training, and cultural activities. During 2010, 1,500 students attended, 275,000 people visited the Grotto at Lourdes, 32,438 sports fans visited, 47,410 attended conferences, and another 9,200 visited for other reasons. There is economic impact in Emmitsburg from this amount of visitation, and the potential for increasing interaction between the town and the university.

Daughters of Charity (DOC) - Situated within the town boundary, the Daughters of Charity complex includes a religious heritage element, a nursing home open to the public, as well as private care for sisters. Recent changes within the Sisters of Charity organization have led to the placement of all archives at the Emmitsburg location, and some of the sisters being relocated to St. Louis and other placements. The renovation of the building to accommodate the archives and reorganization of spaces within the massive structure involved a \$23 million construction project. The Daughters of Charity also run the Mother Seton School – a private K-8 grade school adjacent to the SC area – and the Seton Center, a social services/thrift shop just outside of town. The DOC facilities generate employment, and 45,000 visitors in 2012.

Emmitsburg Glass, Bollinger Construction, WF DeLauter, His Place, NAPA, East Park Auto, Bob's Tires, and Harrington's Equipment contribute to the employment base in the town, and are located in close proximity to the SC Area.

Within a 10-mile radius there are employment opportunities in Gettysburg, PA, an outlet center in Mt. Joy, PA, and commercial/industrial businesses in Thurmont, MD. Frederick is 25 miles away and offers a greater number and variety of employment opportunities.

Economic competitiveness – Emmitsburg is at the northern boundary of Frederick County and, though its proximity to cities like Frederick, Baltimore, Gaithersburg, and Washington, D.C. have made it a desirable place to live and to be able to access cultural, entertainment, sports, and other activities, the ability to commute to employment in those cities is being impacted by the rising cost of fuels. Housing may be less expensive in Emmitsburg; however, the cost of commuting will become an increasing issue when people are making decisions regarding where to live.

Worker skills and employment – Frederick County Business Development and Retention Office provides training for those seeking employment, as well as a job service facility. Frederick Community College is another opportunity for training. Frederick is close enough to make use of these facilities realistic.

Business trends in Emmitsburg – There have been some new businesses in Emmitsburg, such as a coffee and book store that has encountered great success on the Square, and there have been solid inquiries regarding some light industrial and commercial entities. It appears that the commercial sector will be recovering sooner than the residential areas.

II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

(2) Describe the jurisdiction's housing market and access to affordable workforce housing. What are the trends in residential construction (rental and homeownership), homeownership rate, foreclosure rate and, property values. Describe how and whether your jurisdiction's prevailing housing costs - both homeownership and rental - are affordable to households below 120% AMI, 80% AMI and 50% AMI. What efforts are in place currently to house individuals, families and the disabled at or below the AMI levels described above? (Answer Space 4,000 characters)

Housing Market – The 2009 Emmitsburg Comprehensive Plan described the housing market, based on 2000 census data as “At that time, Emmitsburg had a lower median home value than other towns in the area, the number of multi-family units was comparable to Frederick City, and the median age of housing was older in Emmitsburg. This is partly a reflection of the fact that the large historic buildings...are still in existence, and many have been converted to multi-family dwellings.” The Plan also mentions that between the year 2000 and 2008, 223 new single-family houses were built in Emmitsburg, which will be reflected as a lower median age of housing, and higher median values in the 2010 census. Of the three subdivisions that began building during the referenced time frame, there are a total of 54 lots still available. The last two building permits for new home construction were issued in 2009.

Workforce housing – The new housing built in Emmitsburg was, and still is, priced well above the level considered affordable as workforce housing – defined as affordable to those households earning between 80 to 100 percent of the median household income. The median household income in Emmitsburg in 2000 was \$38,710. In 2010, it was \$52,000. It is likely that the 2000 income figures are representative of the older neighborhoods found in the SC Area, and the increase is a reflection of the newer subdivisions.

Housing Units – In 2000, Emmitsburg had an owner-occupied unit level of 51%, compared to 73% in Frederick County. Renter occupied was 42%, compared to 23% for Frederick County. The percentages have changed with the building of the new subdivisions; however, there are units in the subdivisions that are rented, as well. Further analysis of the type, number, and rent vs. owner-occupied is needed, and can be based on 2010 census and American Community Survey data. Foreclosures could also be studied. At this point, it appears that there have been a higher number of foreclosures in the new housing areas than in the SC Area, based on observation and information received via the water billing system.

Where rental units exist – primarily in the SC Area, rents tend to be lower than in other areas of Frederick County. There are subsidized units at the Lincoln on the Park senior housing, and Homes for America intends to install 50 units of over-55 housing by purchasing and converting a wing of the existing Daughters of Charity structure. It appears that Emmitsburg will have a good supply of low- to mid-income housing available for 55-plus, but not good quality, affordable housing for younger workers.

II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

(3) Describe the SC Area's demographic trends (with respect to age, race, household size, household income, educational attainment, or other relevant factors). (Answer Space 4,000 characters)

SC Area Demographics –

As mentioned in the previous section, the SC Area demographics are likely very similar to the 2000 Census demographic findings for the entire town. This would include the fact that 21% of town residents were over 65, compared to 9.6% in the County. Emmitsburg ranked fourth in the State of Maryland for number of residents over 65 at or below poverty level. Many of these residents live within, or adjacent to, the SC Area. Another apparent group of SC Area residents is those under 25 - Mount St. Mary's students and other non-academic young people. This demographic would also be at a relatively low income level, since they are either not working due to being students, or are generally not employed in high-paying jobs.

III. LOCAL CAPACITY TO IMPLEMENT PLANS & PROJECTS

A. Organizational Structure:

Describe the Applicant's organizational structure. Specifically, which organizations are members in the Sustainable Communities Workgroup and who are the respective staff? Who are the leaders, and how will the Workgroup advisor or staff manage implementation of the SC Area Plan? (Answer Space 4,000 characters)

Organizational Structure:

The Town of Emmitsburg government consists of the legislative branch – the 5-member Board of Commissioners, and the administrative branch, represented by the Mayor. The daily management of town functions and items such as preparation of the budget are the responsibility of the Town Manager.

The Sustainable Communities Work Group members are:

John Howard – Planning Commission member

Frank Schmursal – SC Area resident & Fire Museum Bd. of Directors

Bob Hance – SC Area business owner & EBPA member

Pam Seiloff – SC Area business owner & EBPA member

Mark Zurgable – Local business owner & EBPA member

Donald N. Briggs – Mayor

David L. Haller – Town Manager

Susan H. Cipperly – Town Planner and Work Group coordinator

Once the Sustainable Communities application has been approved, the Town Planner will advise the Board of Commissioners regarding how to apply for projects within the appropriate programs, such as the Community Legacy Program, that would help achieve the goals specified with the SC Plan. Work Group members (and other participants) would be called upon as needed to participate in the application process and/or to implement the plan. We have a very interested (and interesting) Work Group membership.

III. LOCAL CAPACITY TO IMPLEMENT PLANS & PROJECTS

B.Organizational Experience:

Describe the Applicant organization's past experience in administering revitalization plans and projects. Describe the roles of the members of the Sustainable Communities Workgroup, including their experience in implementing revitalization initiatives. What are the strengths and challenges of the capacity of these groups with respect to implementation of the SC Plan? (Answer Space 4,000 characters)

Organizational Experience –

The Town of Emmitsburg Town Manager has extensive experience in administering infrastructure rehabilitation plans, and was a part of the Community Development Block Grant process that resulted in the retention of the Emmitsburg Glass Company. The Town Planner has spent a major part of her career working for municipalities, and has a professional interest in revitalization of downtowns and marketing of communities.

Members of the Work Group are either long-term Emmitsburg residents, business owners, or both. Two members are retired – one from a management position at the National Park Service, and the other from an engineering career where project management was a required skill. One member has been involved in a successful local restaurant – The Carriage House Inn – for 25 years. Our newest business on the Square – a bookstore/coffeeshop - has been met with great success due to the interest and willingness of the owners to attempt new things. Most of the Work Group members are also members of local non-profit service groups, so are well-connected within the community. The cumulative skills of this group would be an asset to implementing the Sustainable Communities Plan.

III. LOCAL CAPACITY TO IMPLEMENT PLANS & PROJECTS

C. Public Input:

How did residents and other stakeholders in the community provide input to Action Plan described below in Section IV? *(Answer Space 4,000 characters)*

At the April 2 Town Meeting, the Town Planner presented a Power Point with background regarding the Sustainable Communities program, information regarding how the boundaries were established, and provided the list of goal statements that came out of the Work Group meetings. The Town Meetings are broadcast on the local cable network, and covered by the press. There was opportunity for the public to speak at the meeting; however, no one chose to do so.

There have been occasions at the town meeting when members of the community have voiced opinions regarding the need for upgrades within the SC Area and the town in general, particularly with regard to the Square, and sidewalk connectivity. This type of input was incorporated into the Work Group discussions.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

A. Supporting existing communities & reducing environmental impacts.

(1) A community's approach to Smart Growth generally includes two inter-related areas of focus: encouraging reinvestment and growth in existing communities; and, discouraging growth that degrades natural resources, and farms and rural landscapes. *Broadly describe your jurisdiction's Smart Growth approach and any significant accomplishments made over the last decade or so. (Answer Space 4,000 characters)*

The Town of Emmitsburg has undertaken upgrading and repair of aging sewer and water infrastructure - much of it within the designated SC Area. The Town also replaced its water treatment plant, which enabled the building of subdivisions that are 100% served by municipal water and sewer, and created the potential for economic growth. Town streets are kept in good repair. MD 140 (Main St.) and Bus. 15 (Seton Ave) are State roads and are maintain by State Highway Administration.

Through use of the Community Development Block Grant program, the Town was able to retain Emmitsburg Glass - a manufacturing company which employs at least 50 people - by assisting in the construction process for a new building.

The 2009 Comprehensive Plan emphasized the need to create a vibrant downtown area for the benefit of residents, as well as increasing the attractiveness for tourism and economic development aspects. The Plan also recommended changes in zoning to increase the potential for commercial area, and undertook a Comprehensive Rezoning in 2010 to implement those recommendations. Zoning on some parcels within Subarea B were changed from Light Industrial (old shoe factory) to Village Zone (mixed use) to enhance the potential for commercial/economic development and to protect the surrounding neighborhood from potential industrial uses. Emmitsburg does have designated light industrial areas where such development could take place.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

(2) Describe any major investments in community infrastructure -water, stormwater, sewer, sidewalk, lighting, etc. -- that must be undertaken in order to improve the readiness or competitiveness of the proposed SC Area for private investment and compliance (if applicable) with TMDL regulations. Addressing the stormwater during redevelopment can reduce the pollution entering our streams and contribution to the restoration of the Chesapeake Bay. Investments in infrastructure, generally, can be an important catalyst for new private investment in the community. (Answer Space 4,000 characters)

Water and Sewer

As noted above, the Town has been upgrading water and sewer infrastructure. Construction of a new wastewater treatment plant to achieve compliance with the new TMDL regulations is scheduled to commence during 2012. A second water treatment plant has been designed and, when built would enable use of 2 additional wells, and create more capacity for development.

Stormwater

New development and redevelopment within the SC Area will be subject to the new Frederick County stormwater requirements, as the Town partners with Frederick County on erosion & sediment control and stormwater review.

Lighting, sidewalks

Period lighting is in place on Main Street, and creates a desirable character to attract commercial uses. Condition of sidewalks within the SC Area is mixed - generally good on Main Street and Seton Avenues, but in need of attention in other areas. Utility lines are located in the alleys rather than on Main Street, which adds to the historic character of Main Street.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

(3) Describe policies, initiatives or projects that the community will undertake or expand in order to reduce the SC Area's impact on the environment. Examples include but are not limited to: conservation or management of stormwater through retrofitting of streets and by-ways (Green Streets, rain gardens, etc.); retrofitting of facilities and homes for energy conservation; implementation of "green" building codes and mixed-use zoning; recycling of waste; clean-ups of watersheds; and, encouragement of "Buy Local" approaches that benefit local suppliers and food producers. A comprehensive menu of such actions may be found through the nonprofit Sustainable Maryland Certified initiative. (Answer Space 4,000 characters)

In the next few years, the Town will be working with County and State agencies to establish what goals will be required in the Watershed Improvement Plan - where the ultimate beneficiary will be the Chesapeake Bay. Once the standards are set, the Town will be working on capital improvements and buffer planting efforts that relate to stormwater management.

Installation of medallions warning against dumping will be installed on storm drains throughout the town during 2012.

Mixed-use zoning (Village Zone) is in place in most of the designated SC area. This allows higher density housing, plus institutional, commercial, and office use. The high density VZ is adjacent to the town parks and open space (Conservation-Recreation zone), which provides an attractive amenity.

An urban tree inventory in partnership with DNR resources would be beneficial to the SC Area. Health assessment and replacement recommendations for existing street trees, plus a program of additional plantings could be undertaken. Tree plantings would be tied to the stormwater efforts.

There have been efforts by the local Emmitsburg Business and Professional Association to encourage "green" practices by local residents, e.g. utility and water use reduction.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

(4) Which community groups or stakeholders will be key to the implementation of the initiatives and projects noted in this section? (Answer Space 4,000 characters)

The Town of Emmitsburg will be responsible for compliance with the State-mandated Watershed Improvement Plan and any other environmental initiatives.

There will be opportunities to involve both individual local citizens and groups, such as Boy Scouts, Lions Club, Emmitsburg Business and Professional Association, in implementing clean-ups, recycling, composting, green-building challenges, tree-planting, etc. Some local churches have been involved in previous environmental initiatives.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

B. Valuing communities and neighborhoods -- building upon assets and building in amenities:

(1) What are the key assets that exist in the community upon which the Plan's projects and initiatives will build? Assets may include physical assets such as parks and historic structures and also civic and economic assets such as employers, educational institutions, and cultural organizations and activities. (Answer Space 4,000 characters)

(1) Built Environment:

Strengths –

- The National Register Historic District is the core of the SC Area. It includes a collection of buildings dating to the late 1700's, on a streetscape that is remarkably intact architecturally.
- Period lighting enhances Main Street, and power lines are located in the alleys – leaving Main Street free of utility poles and lines, which contributes to visual character.
- Roads within the SC area are generally in good condition. Main Street (Rte. 140) and the Seton Avenues (Business 15) are State roads – the remainder are town roads.
- There are several alleys and pedestrian walkways that connect Main Street with North Avenue and Lincoln Avenue, creating potential to connect the Main Street commercial areas with the commercial and residential uses in Subarea B and other areas. These were noted in the 2009 Comp Plan as an asset that could be enhanced to increase the pedestrian-friendliness of the downtown area.
- There are Town parks adjacent to Subarea B and Subarea D. They provide opportunities for active recreation - such as baseball, tennis, and swimming, as well as walking trails.

Weaknesses –

- The historic Town Square (Subarea A) is important to the vitality of Main Street; however, it currently is vehicle dominated, lacks adequate space for pedestrian amenities, and needs green elements. It is underutilized as a pedestrian area and as an opportunity to showcase the history of Emmitsburg.
- Some buildings within the SC Area are exhibiting signs of deterioration associated with lack of maintenance. This will affect the SC Area character if it is not addressed.
- There are areas where pedestrian safety could be improved via physical improvements to sidewalks, such as making connections where there are currently gaps.
- There are currently no designated bicycle lanes or routes, with limited opportunities due to road configurations.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

(2) What policies, initiatives or projects will reuse or enhance the historical assets, traditional business districts/Main Streets and cultural resources of the community? What actions will reinforce your community's authentic "sense of place" and historic character? (Answer Space 4,000 characters)

Goals established by the Work Group include:

Establish an identity/theme for Emmitsburg. Emphasize the Small Town character, and incorporate the existing Civil War, fire-fighting, and religious heritage aspects that form a foundation for tourism/marketing efforts.

Promote/incorporate local goods, products, services

Increase commercial presence in downtown area to increase the reasons to visit. Main Street currently has a high proportion of residentially-used buildings, though some of them have potential to revert to commercial on the first floor (which was the historic pattern) if the demand arose.

Increase existing visitor numbers in a cooperative effort that would benefit the entire business community, as well as residents. Separate entities such as the Mother Seton Shrine, the Fire Museum and Archives, Vigilant Hose Company, FEMA/NETC, antique mall and shops, and several popular restaurants could benefit from a unified approach to marketing of the town.

Identify/increase number of magnet businesses and attractions.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

(3) Describe policies, initiatives or projects that will increase community access to green spaces, parks and other amenities? A community can gain social and physical benefits from access to a healthy natural environment. The inclusion of complete streets, trails, green space, parks and trees contribute to the character and health of a community. Examples might include improvements to the tree canopy by planting street trees, improving local neighborhood streams, or reusing a vacant lot for a new community park or playground.*(Answer Space 4,000 characters)*

The Town of Emmitsburg currently has several town parks, with both active and passive recreational opportunities. Regularly scheduled events are managed by the town Parks and Recreation Committee, and organizations such as Little League and Babe Ruth League run seasonal baseball programs. The SC Area is immediately adjacent to the 50-acre Community Park and Memorial Park (shown on map in CD). Improving pedestrian access to the parks by improving sidewalks, where possible, would be beneficial. Plantings related to the stormwater WIP would primarily be within the park areas, where there are some wetland and stream corridor areas.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

(4) Which community groups or stakeholders will be key to the implementation of the initiatives and projects noted in this section? *(Answer Space 4,000 characters)*

The Town has applied for a Civil War Heritage Area grant to secure a landscape architecture firm to assist with the revitalization effort for the Square (Subarea A). A requirement of the project would be a "charrette" type process to incorporate input from various stakeholders in developing a plan for the Square.

Marketing and identity aspects would grow from the Square project, and could be implemented via a joint effort of the Town, Frederick County Tourism, FredCo Business Development and Retention Office, Emmitsburg Business and Professionals Association (EBPA), the Fire Museum, Seton Heritage Ministries, and others.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

C. Enhancing economic competitiveness

(1) What economic development policies, initiatives or projects will improve the economy through investments in small businesses and other key employment sectors? What economic development and business incentives will you build upon or implement as part of the SC Plan? Examples could include but are not limited to: green-taping for expedited project application review; permitting and inspection; job training; business tax credits; and, revolving loan funds. (Answer Space 4,000 characters)

The Town of Emmitsburg staff are very supportive of new business ventures, and provide any assistance and information that a prospective business requests. We also provide information regarding the services and assistance available via the Frederick County

Business Development and Retention office, including job training and other programs.

The elected officials are also very supportive of potential new businesses and willing to do whatever is within their powers (and budget) to assist in attracting and accommodating new businesses.

When specific project proposals are developed, the fact that the Town has taken the major step of involvement in the Sustainable Communities program with the various linked programs, will certainly help in accomplishing their implementation.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

(2) What workforce development policies, initiatives or projects will increase access to jobs and economic opportunity for residents in the SC Area? Do you have a goal for job creation? Are green jobs an opportunity in the jurisdiction or SC Area? (Answer Space 4,000 characters)

The Town does not currently have workforce development policies and initiatives in place. Revitalization of the SC Area with attendant increase in commercial demand could generate more jobs within existing businesses, or new jobs within new businesses. There are no "green" job opportunities in the SC Area at this time, but there have been some discussions with green building of housing in the two subdivisions with lots remaining for building.

Outside of town, Mount St. Mary's University has contracted with an energy company to install a solar panel field, creating the largest capacity installation of this type. Jobs were created via installing the panel field, and there will be employees maintaining the facility.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

(3) Describe whether the Sustainable Community will be impacted by the Base Re-alignment and Closure (BRAC) activities in Maryland. If impacted, how do the initiatives and projects in your Plan complement BRAC-related growth? (If not applicable, all ten points will be assessed based on answers to questions 1, 2, and 4) (Answer Space 4,000 characters)

The Town of Emmitsburg will not be particularly impacted by BRAC activities in Maryland.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

(4) Which community groups or stakeholders will be key to the implementation of the initiatives and projects noted in this section? (Answer Space 4,000 characters)

The Town Staff and elected officials will be key to promoting development that would create new employment opportunities. The EBPA could also be a partner in encouraging new businesses to locate in the town. The 2009 Comp Plan stated that the Town would work with Frederick County Tourism and the Business Development and Retention Office to increase employment and business opportunities within the town.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

D. Promoting access to quality affordable housing.

(1) What housing policies, initiatives or projects will expand housing choices - rental and homeownership -- for people of a range of ages, incomes, and also for disabled individuals? How will these actions address the current housing conditions and needs noted in Section II? (Answer Space 4,000 characters)

The 2009 Comprehensive Plan noted the need to undertake a housing study when 2010 Census data became available. The SC Work Group recommended the same. The 2000 census reflected the situation within the town before three large single-family, suburban-style, higher-value subdivisions were built, beginning in 2003.

Information available at the time of the 2009 Comprehensive Plan showed that Emmitsburg had a relatively high proportion of rental housing compared to the rest of Frederick County, and that the rents were relatively low. There was also a comparatively high vacancy rate that was attributed, in part, to the seasonal rental of units by Mount St. Mary's students. In general, the supply of rental housing within the Town is concentrated within the SC Area, where traditionally single family buildings have been divided into more units, or apartment buildings have been created from former school buildings. Much of the supply of rental housing appears to be available at lower rates than in other areas of Frederick County.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

(2) Will these housing initiatives or projects increase access to transit or community walkability and/or decrease transportation costs? In other words, will the housing investments result in more people living near work or town centers, or able to more conveniently reach work, school, shopping and/or recreation?*(Answer Space 4,000 characters)*

Once a housing analysis has been completed, we will know more about what types of housing are needed. It is unlikely that a significant number of new housing units would be built within the SC Area, since it is mainly an older, built area. Area D has some potential for new housing. Construction of housing in Area D could provide residential use near employment opportunities and schools, shopping and recreation. As noted in previous sections, Community Park is directly adjacent to the SC Area, so could be easily reached on foot.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

(3) What is your goal for of number of units to be created of affordable workforce housing, rental and homeownership? What populations (by income or special needs) will benefit from this increased access to affordable housing? *(Answer Space 4,000 characters)*

At this time, there are no specific goals to provide specific types of housing. The stated goal is to accomplish a housing survey/analysis to determine what type and level of housing is missing from the current menu of residential offerings in Emmitsburg.

(4) Which community groups or stakeholders will be key to the implementation of the initiatives and projects noted in this section? *(Answer Space 4,000 characters)*

Town staff would be the primary force relative to a housing survey, with the potential for involvement of Planning Commission, Work Group, or other volunteers.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

E. Support transportation efficiency and access.

(1) What policies, strategies and projects are envisioned to strengthen the transportation network that affects the proposed SC Area? How will these initiatives support transportation choices (including walking, bicycling, bus or rail transit, and carpooling) or otherwise promote an efficient transportation network that integrates housing and transportation land uses? (Answer Space 4,000 characters)

The SC Area consists of extended quadrants centered on the Square - the intersection of Main St. (Rte. 140) and North/South Seton Avenue (Business 15). Both of these main arteries are State roads which carry commuter and trucking traffic between Baltimore and points west, and from points north to the Frederick and Wash. D.C. area. The Town could work with SHA to attempt enhancement/expansion of pedestrian and bicycle opportunities within town, and carpooling opportunities such as the potential park & ride lot constructed by SHA near the Rte 140/US 15 interchange.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

(2) If applicable, describe the SC Area's connection or proximity to transportation centers (e.g. Metro, MARC, and light rail stations) and describe opportunities for Transit - Oriented Development (TOD). Will Plan strategies and projects contribute to jobs/housing balance or otherwise provide a mix of land uses that can be expected to reduce reliance on single-occupancy automobiles? (If transit or TOD is not applicable in your community, all points in this section will be based on questions 1 and 3) (Answer Space 4,000 characters)

At the present time, there is very limited access to public transit for the citizens of Emmitsburg. North-south, it is possible to travel to Frederick in the morning, and return in late afternoon; however, the very limited schedule is not conducive for commuting for employment in Frederick or connecting to the MARC system. It is also not convenient for those who need to travel to Frederick for an appointment but do not want to spend several hours to wait for the return trip. There is no east-west transit that would provide connections to Taneytown, Westminster, and Baltimore.

At this time, commuters car-pool to work, leaving their cars parked along a convenient town road. The State of Maryland has been considering establishing a Park and Ride lot at the intersection of Rtes 140 and US15, which would help the situation.

The Town intends to communicate with the transit provider (perhaps in a joint effort with other US15 towns) to see what improvements could be made to the schedule so that the system would be more useful to Emmitsburg residents. There could also be potential to link to the Gettysburg PA area via expansion of an existing transit system that is in its first few years of operation.

IV. SUSTAINABLE COMMUNITY ACTION PLAN

(3) Which community groups or stakeholders will be key to the implementation of the initiatives and projects noted in this section? *(Answer Space 4,000 characters)*

The Town government would take the lead on this situation, with input and support from local stakeholders - primarily commuters, but also our large senior citizen sector who could benefit from enhanced transportation options.

V. PROGRESS MEASURES

For the Plan parts of section IV (A through F):

(1) List the specific outcomes that the Plan seeks to produce. (Answer Space 4,000 characters)

Goals developed by the Work Group include:

- Develop an identity/theme for Emmitsburg
- Promote/incorporate local goods, products, and services
- Increase commercial presence in downtown area.
- Increase existing visitor numbers in a cooperative effort that would benefit the entire business community, as well as residents.
- Identify/increase number of magnet businesses and attractions
- Undertake a design effort that would improve the Square in terms of safety, amenities, and incorporate historical elements.
- Establish way-finding signage to help people find businesses, attractions.
- Utilize existing town-owned walkways to enhance pedestrian opportunities and connect Main Street with Lincoln Avenue commercial and recreational areas.
- Improve sidewalk connections and condition, where needed.
- Encourage building owners to participate in façade improvement and building maintenance programs available through Sustainable Communities linked programs
- Increase viability of public transit system for commuting to employment in Frederick and beyond.
- Assess parking needs/opportunities within the SC Area.
- Evaluate existing housing quality, cost, and availability within the SC Area
- Evaluate existing street tree and green areas and increase where needed
- Incorporate stormwater management into retrofit and new development projects

(2) And, list the specific benchmarks that will be used to measure progress toward these outcomes. (Answer Space 4,000 characters)

Benchmarks –

Potential methods for evaluating implementation success include, but are not limited to:

- Design document for revamp of the Square (Subarea A)
- Comparison of 2010 visitation numbers to visitation numbers during and after projects such as the redesign for the Square, physical improvements to subareas, and increased, coordinated marketing efforts.
- Number of building owners taking advantage of the façade improvement or building maintenance funding opportunities.
- Number of new businesses established within the SC Area in the next 5 years.
- Comparison of existing and potential commercial square footage in the SC Area with occupied commercial square footage after two years in the program.
- Wayfinding signs – Establish location and design element, coordinated with design of the Square. Apply to potential funding sources, set target date for installation
- Number of new transit trips added to schedule that would benefit employment commuters.
- Completion of housing analysis/study.

- Linear feet of sidewalk and/or bike lanes added to the SC Area and beyond
- Square footage of vegetation added, number of trees planted. This could be done in coordination with an urban tree canopy study by the Maryland Dept. of Natural Resources.
- Square footage of impervious surface removed and replaced with permeable or vegetated area.

REPLACE THIS PAGE WITH
LOCAL GOVERNMENT SUPPORT
RESOLUTIONS

**SUSTAINABLE COMMUNITY APPLICATION
DISCLOSURE AUTHORIZATION AND CERTIFICATION**

The undersigned authorizes the Department of Housing and Community Development (the “Department”) to make such inquiries as necessary, including, but not limited to, credit inquiries, in order to verify the accuracy of the statements made by the applicant and to determine the creditworthiness of the applicant.

In accordance with Executive Order 01.01.1983.18, the Department advises you that certain personal information is necessary to determine your eligibility for financial assistance. Availability of this information for public inspection is governed by Maryland’s Access to Public Records Act, State Government Article, Section 10-611 et seq. of the Annotated Code of Maryland (the “Act”). This information will be disclosed to appropriate staff of the Department or to public officials for purposes directly connected with administration of this financial assistance program for which its use is intended. Such information may be shared with State, federal or local government agencies, which have a financial role in the project. You have the right to inspect, amend, or correct personal records in accordance with the Act.

The Department intends to make available to the public certain information regarding projects recommended for funding in the Sustainable Community Plan. The information available to the public will include the information in this application, as may be supplemented or amended. This information may be confidential under the Act. If you consider this information confidential and do not want it made available to the public, please indicate that in writing and attach the same to this application.

You agree that not attaching an objection constitutes your consent to the information being made available to the public and a waiver of any rights you may have regarding this information under the Act.

I have read and understand the above paragraph. Applicant’s Initials: _____

Anyone who knowingly makes, or causes to be made, any false statement or report relative to this financial assistance application, for the purposes of influencing the action of the Department on such application, is subject to immediate cancellation of financial assistance and other penalties authorized by law.

The undersigned hereby certifies that the Sustainable Communities Plan or Project(s) proposed in this Application can be accomplished and further certifies that the information set herein and in any attachment in support hereof is true, correct, and complete to the best of his/her knowledge and belief.

Authorized Signature

Print Name and Title

Date